

Directory Profile Photo Guidelines

Division of Marketing & Engagement, September 2023

Photographs need to be cropped to a square shape and compressed to a small size, in kilobytes (KB), to fit into the web directory profile template.

Figure 1 shows how the web template adds the UMass Boston branded shape mask around the profile photo.

Figure 2 shows a red circle overlay to indicate a safe zone for the photo. Visuals outside the safe zone could be cut off.



Figure 1
Directory photo as it appears
on the web inside shape mask



Figure 2
Original photo square shape
with safe zone overlay.

File size

Directory profile photo dimensions are:

- 900x900 pixels, 72ppi, under 200 KB.

Free Online Imaging Tools

Cropping

- <https://pixlr.com/>
- <https://myedit.online/en/photo-editor/crop>
- <https://www.fotor.com/features/crop>

Image Compression

- <https://imagecompressor.com/>